

Members' Show & Sale 2025

AGR

Engaging.
Contemporary.
Art.

GUIDELINES



Submissions
open
February 7



April 10 – May 14

WWW.ARTGALLERYOFREGINA.CA/MEMBERS-SHOW-AND-SALE

Art Gallery of Regina, PO Box 1790, Regina, SK, S4P 3C8

306-522-5940 info@artgalleryofregina.ca

Free admission | Hours: 11-7 Tues – Thurs & 1-5 Fri – Sat

www.artgalleryofregina.ca

photo left: *Limoges Bijoux Earrings*, Laura Steadman, 2024 photo right taken by AGR staff, 2024



Dates to Remember

- FEBRUARY 7** Submissions Open
- MARCH 10** Entry Deadline
- APRIL 3** Artwork Drop Off
10:00 AM - 5:30 PM
- APRIL 10** Show Opens
- APRIL 12** Opening Reception
1:00 - 4:00 PM
- MAY 14** Show Closes
- MAY 15** Artwork Pickup
12:00 - 5:00 PM

How do I submit my work?

We accept applications online only, using our submissions form. Access the Online Submission Form at

www.artgalleryofregina.ca/members-show-and-sale

If you are experiencing any difficulties or cannot access a computer, please call 306-522-5940; a staff member will be happy to assist you!

photo left: *Tulip Bowl*, Anne McLellan right: *Monastery Garden Green Cabbage*, Gerri Ann Siwek, 2024

Who Can Submit?

You must:

- be 18 years of age or older
- be a resident of Saskatchewan
- be a current AGR member in good standing

Not a current member? Renew or purchase your membership online:



<https://www.artgalleryofregina.ca/memberships>,



over the phone (306-522-5940),



or in-person (2420 Elphinstone Street).



What Can I Submit?

- You may submit work to any or all categories. See the following pages for details on each category.
- All artwork must be the artist's original creation, not a copy of another artist's work or made from a kit.
- The person submitting the work must be the creator of the work.
- Work created in a class or workshop **is** accepted.
- All artworks submitted must be for sale.



Categories Overview

You may submit work in any or ALL of these categories.

WALL WORK

Primarily two-dimensional works, framed or on canvas, that hang from a single nail.
.....

LIMITS

Two (2) wall works per entrant.

WORKS ON PAPER

Unframed items (prints, photographs, drawings, etc.) on paper; these items are loose in a bin for browsing.
.....

LIMITS

Six (6) works on paper per entrant.

TABLE WORK

Primarily 2D artworks sized up to 15 inches displayed on table-top easels.
.....

LIMITS

One (1) table work per entrant.

SMALL PEDESTAL WORK

Primarily 3D work under 12 inches in all directions in any media not suitable for wall hanging.
.....

LIMITS

Six (6) small pedestal works per entrant.

LARGE PEDESTAL WORK

Primarily 3D work over 12 inches in any direction in any media not suitable for wall hanging.
.....

LIMITS

Three (3) large pedestal works per entrant.

Wall Work Guidelines



- Primarily two-dimensional works, framed or on canvas or cradle board, prepared to hang from a single nail.

LIMITS

- Two (2) wall works per entrant.
- Must be one continuous piece: no diptychs, triptychs, or other joined or non-joined groupings.
- No larger than 40 inches in any dimension.
- 15 pounds maximum.
- Must be prepared for hanging from a single nail.

Work must be in sellable condition:

- Clean (free from stains & smudges).
- Fully dry.
- Frames should be clean and sturdy.
- Canvas stretchers and supports should not be warped or loose.
- All pieces must be well-attached, and no broken or damaged work will be accepted.
- Completed (not unfinished).
- Fragile surfaces (such as pastel or charcoal) should be fixed with spray fixative.
- Work must be prepared for hanging: using wires & D-rings (see **page 11** for instructions).
- Business cards can be attached to the back.



Works on Paper Guidelines

- Unframed items (prints, photographs, drawings, etc.) on paper; these items are loose in a bin for browsing.
- Back works-on-paper with sturdy cardboard & wrap in plastic. Do not mount or adhere to the board.
- 22 x 30 inches maximum.

LIMITS

- Six (6) works on paper per entrant.

Work must be in sellable condition:

- Clean (free from stains and smudges).
- Fully dry.
- Completed (not unfinished) .
- Fragile surfaces (such as pastel or charcoal) should be fixed with spray fixative.
- Undamaged.
- Business cards can be attached to the back.

TOP: Print bin. BOTTOM: Example of work on paper backed and wrapped for browsing in the print bin. Image courtesy Zhong-Liang Huang



Table Work Guidelines



These works are displayed on small table-top easels and can include little paintings, photographs, and other work that is mostly two-dimensional. If you supply your own easel, ensure that the easel is marked so we can return it to you at the end of the show.

- Primarily two-dimensional works, framed or on stretched canvas.
- Must be 15 inches or smaller in all directions.

LIMITS

- One (1) table work per entrant.
- Must be one continuous piece: no diptychs, triptychs, or other joined or non-joined groupings.
- Size cannot exceed 15 inches in any dimension.

Work must be in sellable condition:

- Clean (free from stains and smudges).
- Fully dry.
- Frames should be clean and sturdy.
- Canvas stretchers and supports should not be warped or loose.
- All pieces must be well-attached, no damaged or broken work will be accepted.
- Completed (not unfinished).
- Fragile surfaces (such as pastel or charcoal) should be fixed with spray fixative.
- Business cards can be attached to the back.
- Ready to be hung by purchaser.



Small Pedestal Work Guidelines

- Small pedestal work includes jewellery, pottery, fibre art, sculpture and three-dimensional work not suitable for wall-hanging.
- Primarily 3D work under 12 inches in all directions.

LIMITS

- Six (6) small pedestal works per entrant.
- Jewellers are encouraged to provide their own display stands and direct the display of their work.

Work must be in sellable condition:

- Clean, free from stains, smudges.
- Thoroughly dried/fired.
- Made from stable materials (will not readily break or degrade).
- All pieces must be well-attached.
- Pottery should be free from cracks or damage.
- Label pottery that is not food-safe.
- If special care is required, include care instructions & items with packaging.
- Business cards can be submitted with items to be placed next to artwork on pedestals.

Large Pedestal Work Guidelines

- Pedestal work includes pottery, sculpture, textiles and three-dimensional work not suitable for wall-hanging.
- Primarily 3D work over 12 inches in any direction.

LIMITS

- Three (3) large pedestal works per entrant.
- Work must be able to sit safely on a pedestal (not too large or precarious).
- Size cannot exceed 25 inches in any dimension.
- Weight cannot exceed 20 pounds.

Work must be in sellable condition:

- Clean, free from stains, smudges.
- Thoroughly dried/fired.
- Made from stable materials.
- All pieces must be well-attached.
- Pottery should be free from cracks or damage.
- Label pottery that is not food-safe.
- Business cards can be submitted with items to be placed next to artwork on pedestals.



How to Submit

- To enter, simply fill in the online submission form with your personal details & artwork label information.
- You do not need to have a Gmail account to fill out the form.



The Show & Sale submission form is available at www.artgalleryofregina.ca/members-show-and-sale.

Watch our YouTube video from 2023 for details on how to complete the online entry form and prepare your work for the AGR's Members' Show & Sale.

**Please note dates mentioned in the video do not apply to the 2025 Show & Sale.*



SCAN HERE
TO WATCH



Submit your form and images by midnight on March 10, 2025.

If you don't use email or cannot fill in the form, please call the gallery (306-522-5940) and staff will complete the online form on your behalf.

How to Submit



When filling out your form, please remember:

- **double check** to ensure the **artwork label information** you enter is **correct** (we print labels directly from the submission form);
- only complete the fields for the appropriate categories - **leave fields that do not apply blank** (for example, if you are not submitting wall work, leave all of these fields blank);
- Ensure that you enter your **full name, phone number, mailing address** (including city and postal code), and **email address**;
- **Provide photographs** of all artwork(s) you are submitting to the Show & Sale in any of the following ways:
 1. upload your photographs through the online entry form (if you have a gmail account),
 2. email images of your work to info@artgalleryofregina.ca,
 3. use a file sharing service such as WeTransfer or GoogleDrive,
 4. deliver photographs of your artwork to the gallery on a USB drive on Artwork Drop Off Day (April 3),
 5. ask the gallery to take photos for you.

Rename the image files (photographs) of each piece of artwork in the following format: **01_ARTISTNAME_TITLE_MEDIUM_PRICE**

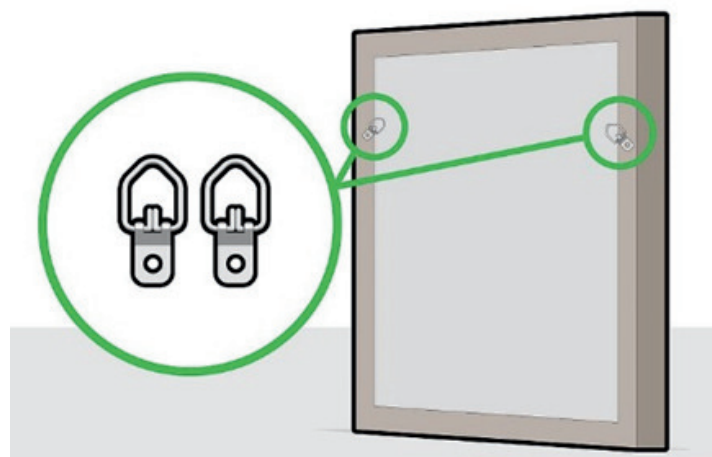
- On a **computer**, right click on the file name to open the drop down menu, and select 'rename' to change the name of the photo.
- On an **Android or Google phone**, in the photo gallery app swipe up or hit the **i** icon to see your photo's information. Choose 'edit' to change the name of the photo.
- For instructions, please visit the Members Show & Sale webpage: www.artgalleryofregina.ca/members-show-and-sale

Attach Wires and D-rings



All wall pieces MUST be ready to be hung with one nail. We can not accept & display works on the wall that are not prepared with D-rings and picture wire. Please use coated wire to avoid marking the gallery walls. Please see below for instructions on how prepare work to hang on the wall with one nail.

Step 1: Affix D-rings to back of frame/stretcher with screws. Professional framed work or some commercial frames may already have these.



Step 2: Twist the wire securely to tie.

Step 3: Ensure that the wire won't stretch over the top of the work when holding the full weight. We recommend 2 inches between the wire & the top of the artwork.

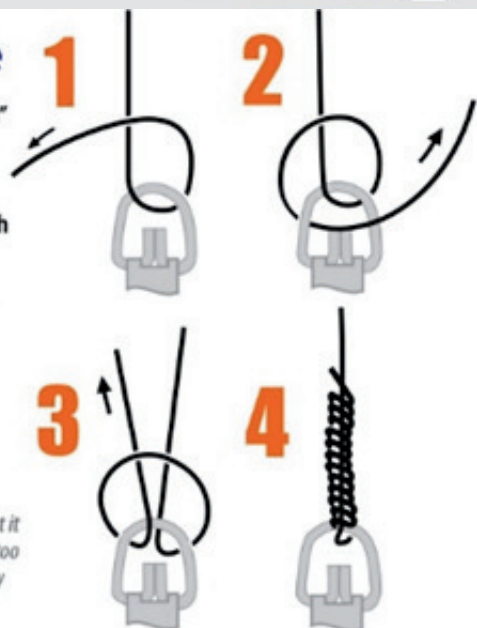
Tying Wire

1 Cut a piece of wire 4-6" wider than the frame.

2 Loop one end of wire about 2 inches through D-Ring and follow wire tying steps 1-4.

3 Repeat on the other D-Ring leaving a small amount of slack in the wire.

TIP: If the wire is too tight it decreases its strength, if too loose the art will tilt away from the wall.





How to Tag Your Work

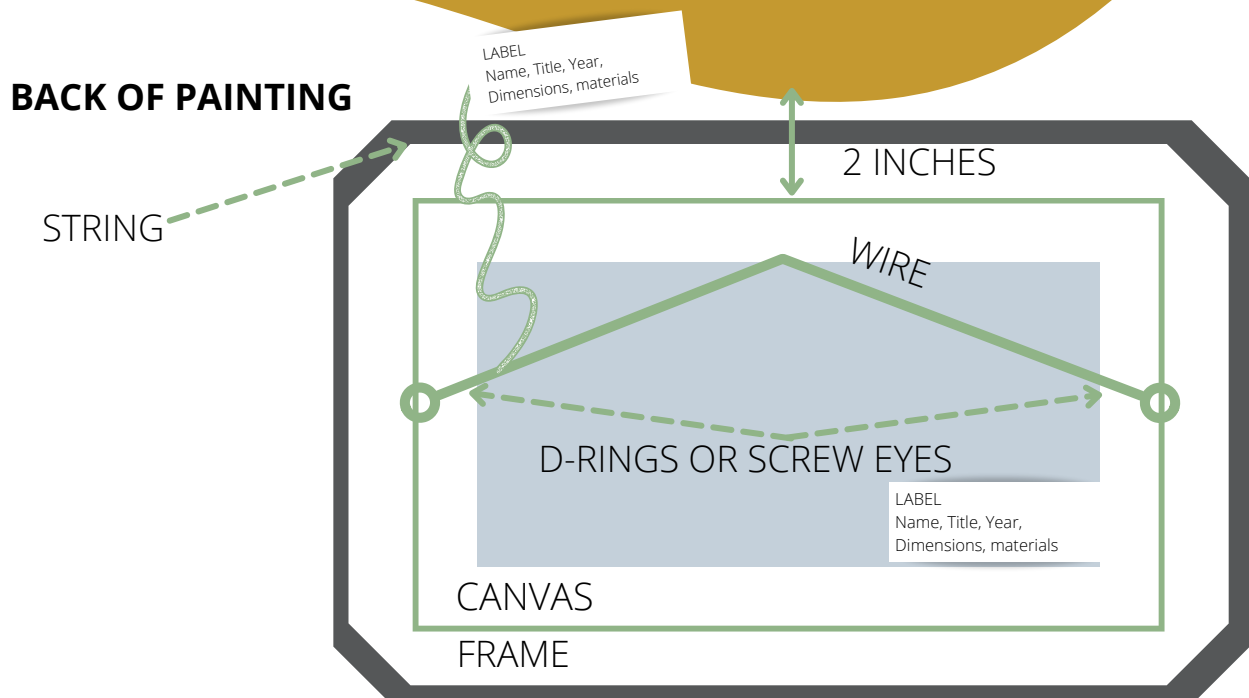
- All submitted work **MUST** be tagged.
- Tags are available on drop-off day for anyone who has forgotten or made errors on their tags.
- A printable artwork tag is available on our website: www.artgalleryofregina.ca/members-show-and-sale.
- You need to complete the online form **AND** tag all your works

Wall Works:

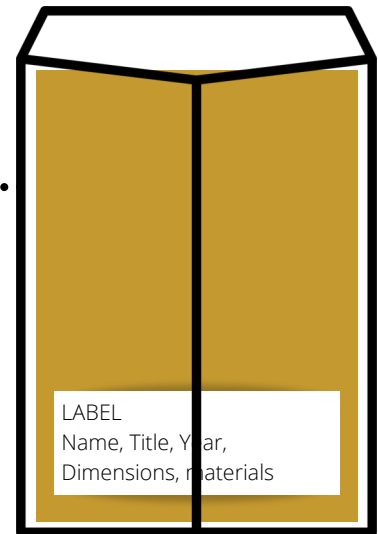
Two artwork label tags are required for wall work.

See the diagram below for how to attach your label tags to wall work.

1. One tag should be firmly affixed to the back of the canvas or frame.
2. A second tag should be attached by a string so that it can hang over the front to assist us during installation.



BACK OF ART WORK



How to Tag Your Work: Works on Paper

Works on paper need to be backed with cardboard or foam-core, and wrapped in plastic (See page 05).

One artwork label tag is required for works on paper.

- Attach a tag to the back of the cardboard, inside the plastic.

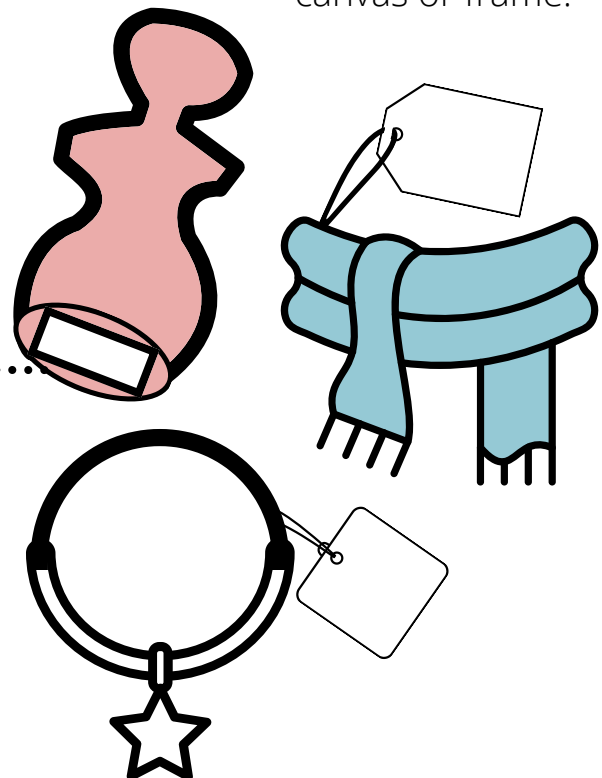
BACK OF ART WORK



Table Work

One artwork label tag is required for table work.

See the diagram left for how to attach your label tag to the back of the canvas or frame.



Pedestal Works

One artwork label tag is required for pedestal works.

If the work has a flat bottom, the label can be attached to the bottom.

If the work is small or soft, a label can be attached via a string or sticker.

See the diagram right for examples.

For work that is not going on the wall, artists can choose to make their own labels, provided all the information needed is on the tag.

Pricing Your Work

All submitted artwork must be for sale.

- **Minimum price: \$15**
- **Maximum price: \$800**



When Pricing Your Work Consider:

- the labour & materials invested in your work (including framing),
- what people are likely to pay for artwork,
- how other Show & Sale participants are pricing their work,
- and that 30% of artwork sales support the Art Gallery of Regina.

Sales

The Members' Show & Sale is one of the Art Gallery of Regina's most important fundraising events. The AGR is a charity that serves the public through free, publicly-accessible exhibitions and events, affordable workshops & more.

Thirty percent (30%) of Members' Show & Sale sales directly support the AGR's charitable activities. **By submitting work to the Members' Show & Sale, you agree to contribute 30% of your sales to the AGR.** Artists can also choose to donate a larger percentage.

- The AGR handles all sales for the duration of the Members' Show & Sale; artworks that are in the Show & Sale should not be sold by the artist elsewhere, nor should artists take payment for artworks during the event.
- The AGR mails cheques (for the balance of sales proceeds) to artists. Please understand that due to many factors, **cheques can take 4-6 weeks to arrive.**
- Following the Members' Show & Sale's closing, artists receive a charitable tax receipt for the donated portion of artwork sales (30%) & a cheque with the balance (70%) of the sale proceeds.
- We remit GST to artists who have provided us with their GST numbers.
- Please do not calculate GST or PST into the price when pricing work.
- Due to the high volume of sales, we can't notify artists of their sales until after the Show & Sale closes. However, we do update our webstore as items sell, so artists can check there for sales.
- For privacy reasons, we cannot legally share purchaser information. We ask that you include business or thank you cards so buyers can contact you.



Tips for Photographing Your Work

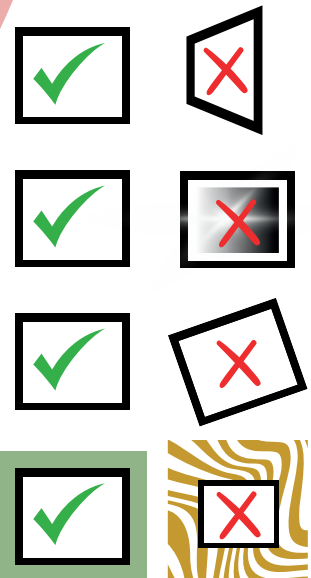
Photographs of your work are mandatory.

The online sales web page is an invaluable supplement to the gallery exhibition, allowing those who cannot visit-in-person opportunities to view & purchase artworks online.

Submit images that show your work to its best advantage.

Take good quality photos of each piece you are submitting. Your photos should:

- be taken straight on.
- be evenly lit.
- represent colours faithfully (do not use filters).
- not have glare (remove work from glass-fronted frames).
- be in-focus (not blurry).
- be cropped to edges of artwork (don't include too much wall) and straight (not distorted).
- photographed against a neutral, non-distracting background.
- show the entire artwork. In the case of 3D work, take a shot of the best angle.



For instructions on how to share photos through Google Drive or WeTransfer, see our Members Show & Sale page:

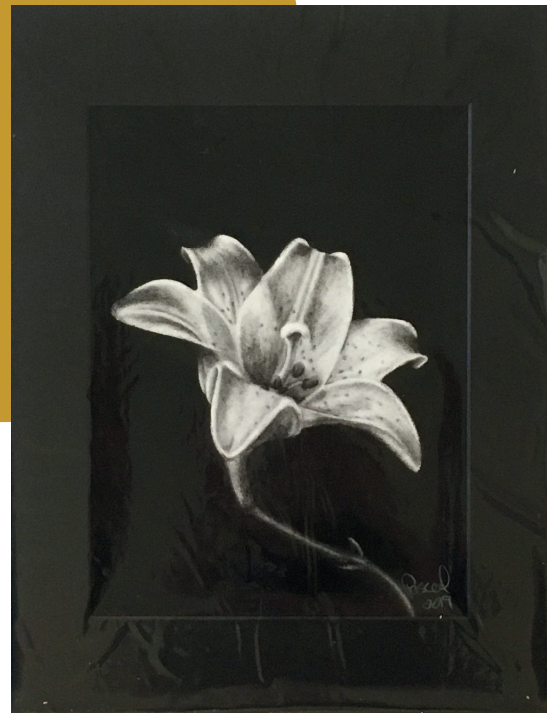
www.artgalleryofregina.ca/members-show-and-sale



Examples of Photographed Work



3D Example: image courtesy Patrick Fernandez



2D Example: image courtesy Madison Pascal

Here are a few online tutorials to help you photograph your work:

- <https://youtu.be/S0g4a1Ge-Ds>
- <https://youtu.be/QyKiq3XrnR8>



SCAN HERE
for first video



SCAN HERE
for second video

We look forward to working with you! If you have any questions, you can email us at: **info@artgalleryofregina.ca** or phone during gallery hours: **(306)522-5940**

Where will the Show be?

The AGR hosts the Show & Sale both online & in person in the Art Gallery of Regina's Main Gallery space.

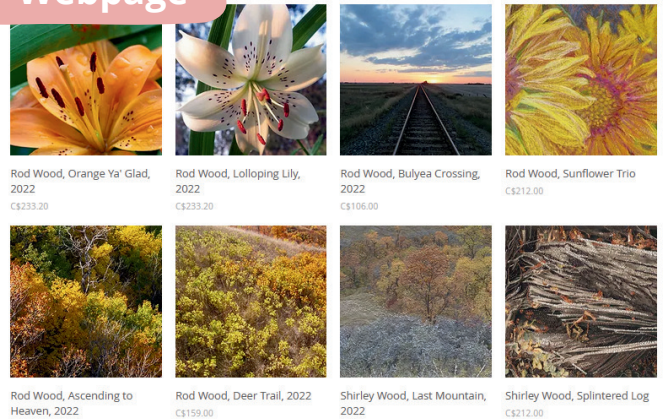
All members are automatically included in both the online & in-person exhibitions. We have upgraded our online sales platform to be even easier to navigate, making it straightforward for our community to engage with your works.



Gallery



Webpage



- The AGR is located inside the Neil Balkwill Civic Arts Centre (2420 Elphinstone St., Regina). The nearest intersection is College Avenue & Elphinstone Street.
- Accessible parking is available at both the front & back doors to the building. All parking is free.
- The AGR is always a free admission gallery. Our hours are:

Tuesdays - Thursdays...11 am - 7 pm

Fridays - Saturdays.....1 - 5 pm

